

Activity 1: First Meetings (CEFR A1)

Level:
CEFR A1

Time:
45 minutes

Resources:

- ✓ Cardboard for cue cards
- ✓ Picture of Royal Family
- ✓ Handout

Aims:

- ✓ To develop appropriate use of language when meeting someone for the first time in both formal and informal situations
- ✓ To develop skills and knowledge in speaking and listening at Entry 1
- ✓ To develop students' ability to ask for and give personal information appropriately
- ✓ To practice asking for and giving personal information
- ✓ To practice greetings and leave-taking

Exam task focus: All

Procedure:

1. Before the class set up two PowerPoint slides – one of a formal reception area and the other a cafe style informal space with signs Hospital and Cafe.
2. Put up picture of royal family and point to the King. Ask *Who is this man? Say I am talking to him. Hello Charles. How are you today?*
3. Elicit from the class why this would be wrong and explain that today we are learning how we speak differently in different situations and to different people.
4. Ask Students (SS) what people ask them when they meet them for the first time e.g. *What's your name?* etc. Write up the contributions on the board and drill if necessary.
5. Screenshare PPT slide of a formal situation (hospital reception area with sign).
6. Elicit what SS are asked in this situation. Ensure S gives surname not just first name and explain the surname is important for the hospital to keep details. Share handout via chatbox. Draw attention to example form (Handout 1 below).
7. Check understanding and drill Q and A if necessary .
8. Students work in break out rooms (BOR) pairs changing roles halfway –Open BORs. Visit BORs to monitor and support (we suggest you leave consolidation for a literacy lesson). Close BORs and return to main room.
9. Screenshare PPT slide of an informal situation (café area with tables and chairs).

10. Choose two or three stronger students to pretend they are sitting together in the café.
11. Via private message in the chat box, send one student a cue card *Hello. My name's X. What's your name?* Encourage SS to role play using the language elicited onto the board and practiced earlier.
12. Then elicit, drill, scribe and point out the differences between the formal situation in the hospital and the informal café situation.
13. If any inappropriate Qs come up (e.g. *How much do you earn? How old are you?*) Discuss.
14. Direct students into BOR pairs with stronger and weaker – Open BORs. Visit to monitor and support. Close BORs and return to main room.
15. Regroup SS in new BOR pairs and private chat message cue cards which direct them to practice either a formal or informal short meeting and conversation and allow time for practice. Open BORs. Close BORs and return to main room.
16. Pairs perform their conversation and rest of class guess. Here teach "leave-taking" and *Bye, Goodbye, Thank you (formal), See you soon* etc.

Notes on cultural awareness and appropriacy

Encourage students to use eye contact. Some find that this is especially difficult if they are a young person speaking to an older person or if speaking to someone in a position of authority

Point out some VERY informal terms (may be local, eg chuck/love) are best to avoid as they can be a bit rude.

If preparing for the exam point out that the exam will be INFORMAL. The examiner will use his or her own first name and they should approach it as a conversation with a friend.

Handout Activity: Hospital Form

Activity 1: You are at a hospital. The reception is asking you some questions.

Please complete this form	
First name	
Surname	
Address	<div></div> <div></div> <div></div>
Postcode	
Email	
Nationality	
Signature	
Date of birth	<div> <div><input type="text"/></div> <div><input type="text"/></div> <div>/</div> <div><input type="text"/></div> <div><input type="text"/></div> <div>/</div> <div><input type="text"/></div> <div><input type="text"/></div> <div><input type="text"/></div> <div><input type="text"/></div> </div> <div> D D M M Y Y Y Y </div>

Match the questions to the boxes on the form:

A	Where do you live?
B	What's your surname?
C	What is your date of birth?
D	What is your nationality?
E	And your first name?